

SELECTBOARD MEETING
Draft Minutes

July 16, 2015

7:00pm EMFD Station 2

**JOINT MEETING OF THE CALAIS SELECTBOARD, EAST MONTPELIER SELECTBOARD and
EMFD BOARD OF DIRECTORS**

FY 2015 Financial Review and General Update

Attending: Calais Selectboard Members: Denise Wheeler, Scott Bassage, Toby Talbot and Rose Pelchuck; EMFD Board Members: Ty Rolland, Chief, Kim Ingraham, Treasurer; and Bruce Johnson, East Montpelier Town Administrator.

East Montpelier Selectboard Members were absent, therefore this meeting was for informational purposes only.

Ty Rolland welcomed everyone and began the meeting.

Financial Review – The fiscal year 2015 budget figures were reviewed. EMFD came close to budget projections with an overage of only \$237.23 for combined fire and ambulance budgets. The department reported a net \$83,421.07 additional revenue not from the towns brought in from ambulance revenue, sale proceeds, grants and lighting rebates to name a few. Allocations to the EMFD Contingency Fund and EMFD Capital Fund totaled \$103,221.88 for the fiscal year. Ty Rolland projects in FY 2016 the EMFD Contingency Fund will reach the \$40,000.00 cap target. When the cap target is reached, 100% of net ambulance revenue will go into the Capital Fund. Toby Talbot reported that since 2011, the ambulance service has brought in \$450,000.00 (not counting 2009 and 2010 data).

A lengthy discussion ensued regarding the contract for ambulance service with the Town of Plainfield. Bruce Johnson noted that East Montpelier Treasurer, Don Welch, would like more information and the chance to ask questions prior to the renewal of the next ambulance contract with Plainfield. Ty Rolland said that Don has not contacted him regarding any questions and is more than willing to have a detailed discussion with him. Ty will reach out to Don Welch tomorrow. Denise Wheeler inquired how the Selectboards can be involved in the contract negotiation with Plainfield and was informed by Ty that East Montpelier Fire Department, Incorporated is a stand alone corporation and enters into it's contracts without the Selectboards as part of that.

Building Repair Capital Budget – In previous meetings, the Selectboards learned about this fund that will be used for repairs and upkeep on the EMFD Station 2 Building. The target is to have \$4,000.00 per year from Calais, East Montpelier and EMFD deposited for a total annual contribution of \$12,000.00. Bruce Johnson said East Montpelier has some money in their budget for this fund. Toby Talbot and Don Welch worked on devising this Building Repair Capital Plan. Calais will have to plan 15-20 years out and may want to do a contribution schedule.

SIREN Review Data Report – The statewide, electronic, pre-hospital, reporting system, SIREN, went into effect two years ago. Our local EMS district, District 6, had an above statewide average of completeness of data for the year 2014 (above 99%). Ty Rolland reported this required additional training for EMFD personnel to learn the software program.

Scholarship Program – Ty Rolland reported District 6 and EMFD are trying to create a scholarship program to be given to students pursuing EMS education, perhaps going into the Spaulding Tech Program. The goal is to encourage students to pursue EMS education and also to stay in the local community. EMFD is also working on a U-32 After School Program.

EMFD General Update – reported by Ty Rolland, Chief

- Savings on truck repairs have been realized with the recent upgrades (ambulance and tanker)
- A-EMT, EMR, Fire Academy: ongoing training continues

- Exterior Building Painting – the metal drip edge of the building is in need of repair; the cost can be covered by the remaining funds in the bond money per Bruce Johnson and Toby Talbot.
- Undermined Generator Pad – the concrete pad needs work due to high water in that area of the yard. Ty is recommending pumps be installed to drop the water level in the reserve underground tanks because they keep getting over full and set off alarms.
- Efficiency VT has provided lighting upgrades in Station 2 and EMFD received a \$210.00 rebate. Lighting upgrades at Station 1 are under review.
- Station 1 Winter Storage Use for the East Montpelier Highway Department – a new Memo Of Understanding for renovations necessary at Station 1 to accommodate winter storage of heavy machinery has just been completed. Renovations will be forthcoming.
- Call Log / Run Data was reviewed for fire and ambulance calls for the first six months of the calendar year 2015.
- Hose testing and ladder testing that occurs every other year will happen in August or September.

Dry Hydrant Repairs – The dry hydrants on Peck Hill and Max Gray Road were completed and are working fine. They were upgraded thanks to a dry hydrant repair grant received. A new dry hydrant will be installed on Leonard Road in Calais on the Gail Graham pond property.

Communication Grant – A communication radio repeater grant for \$8,900.00 was received and a 40-foot high repeater was installed on Station 1 on Templeton Road. Ty noted it does not provide that much extra transmitting signal.

Volunteer Sustainability Planning – Ty Rolland it has been a challenge to get new people to volunteer for fire service. The EMS program requires an eight month time commitment to attend classes. New state license requirements have led to an overall decrease in EMS personnel statewide (400 did not renew their VT EMS license in 2014). EMFD continues to work on recruitment.

Community Outreach: Twin Valley Senior Center – EMFD has been invited to perform some community outreach at the local senior center to discuss choking and proper use of fire extinguishers.

Live Burn Training Opportunity in Adamant – EMFD has been invited to burn down the old mill building on Adamant Road. Currently ANR review for contaminants is being investigated. This can provide valuable training for area firefighters.

V-Tel Statewide Alert System – A new system can provide fully-automated, all-points bulletin messages to 911 addresses from a call center. Denise Wheeler and Judith Robert attended an informational meeting in Plainfield about this.

Mapping Trail Systems – Ty Rolland spoke about the need for information about trail locations in Calais and East Montpelier in order to get to people in the event of an emergency. Many trails are unmarked and unmapped. Visitors from out of the area are at an even greater disadvantage if the trail is unmarked and they don't have any idea where they are. Bruce Johnson will show Toby Talbot where the East Montpelier Trail Maps are in the town office. Toby reported he does have Calais Trail map information obtained from Reed Cherington. Ty Rolland will make a map reference for EMFD to use.

Next Joint Selectboard Meeting is scheduled for October 15, 2015.

Respectfully Submitted,

Rose Pelchuck